Oct. 7 ListManager Message: Sandbox Now Available

After being temporarily offline to receive an update, the DMV Modernization Project Sandbox is again available. You may now log in and practice as usual.

What's New?

See how the latest code move affected Sandbox functions in the What's New in Sandbox document posted on the Sandbox page under the Training tab.

Restock Inventory

Please remember that during each Sandbox update, all customer and vehicle records added during county Sandbox practice are wiped clean and some counties may need to restock their inventory before proceeding with transactions.

To restock your inventory, follow the step-by-step instructions in the Manage Inventory document that are specific to the Sandbox environment.

Open Your Cash Drawer

To open your cash drawer, follow the step-by-step instructions in the Opening Your Cash Drawer document.

Re-establish Your User Profile

Sandbox updates also will occasionally wipe clean a user's profile, so check whether your profile still exists before beginning transactions. Recall that Lab 1-1: Profiles - Managing Locations and Printers in the Getting Started With MOVRS training document explains how to set up a user profile.

Verify Accuracy of Converted Data

Remember that we need all system users to verify the accuracy of their own information in Sandbox after each update we make to it. You will do this by looking for your personal customer record to make sure that all vehicles you own are there and that the information is correct.

The steps you need to follow are listed in the Verifying Accuracy of Converted Data document posted on the County Resources page of our website. The document includes points of contact should you have questions about the instructions or you come across data that is incorrect.

EZ Registration Renewal

The EZ registration renewal transactions do not work consistently. Don't take it personally and don't let it frustrate you. Just keep trying.

Insurance Information

In registration transactions, insurance information will be prepopulated from the Insurance Book of Business.

What's New in Sandbox

A basic Title and Registration transaction –

New on the **Vehicle Status** Tab

Vehicle Status Tab:

New functionality on the Vehicle Status Tab:

- **Previous Title area**
  The Previous Title area displays the previous title information

- **Previous Registration area**
  The Previous Registration area displays the previous registration information.

- **Previous Owner area**

  The Previous Owner area displays information about the vehicle's previous owner.

- **Security Interests area**

  The Security Interests area displays information for any active security interests related to either the vehicle or the customer.

New on the **Taxes** Tab

Taxes Tab:

New functionality on the Taxes Tab:

- **Buyer Information** area displays buyer information and details of various tax rates.

- **Seller Information** area displays seller information and details of various tax rates.

- **Other** area displays the gross purchase price, any applicable trade-in amount, the net purchase price and sales tax paid. It will also show any exemptions.

- **HOW TO:** Enter the Gross Purchase Price and push the tab key. Click the Update Tax Rates button. The applicable tax rates should populate accordingly. *(Note: If an Exemption or Exception is selected from the corresponding dropdown menus, the Data Requirement for the Exemption and a Gross Purchase Price ($0.00) must be entered.)*

New on the **Registration Detail** Tab

Registration Detail Tab:

New functionality on the Registration Detail tab:

- **Renewal Preferences** area allows you to select how the customer will receive his or her renewal notice for the upcoming renewal period.
  The options are: Postal or Email

New on the **Credits** Tab

Credit Tab:

This is where it shows you the credit of the registration fees if a plate transfer has taken place.

New on the **Documents** Tab

Documents Tab:

New functionality on the Documents Tab:

- **Scan and Scan All Later checkboxes and buttons**
 The options are:
  Scan

  Scan All Later

  If you scan all the required documents at the time of the transaction, select Scan.

  If you scan all the required documents at a later time (perhaps in a back office scanning process), you select Scan All Later.

HOW TO: Since scanning functionality is currently not working in Sandbox, check required documents as Received and click the Scan All Later button.
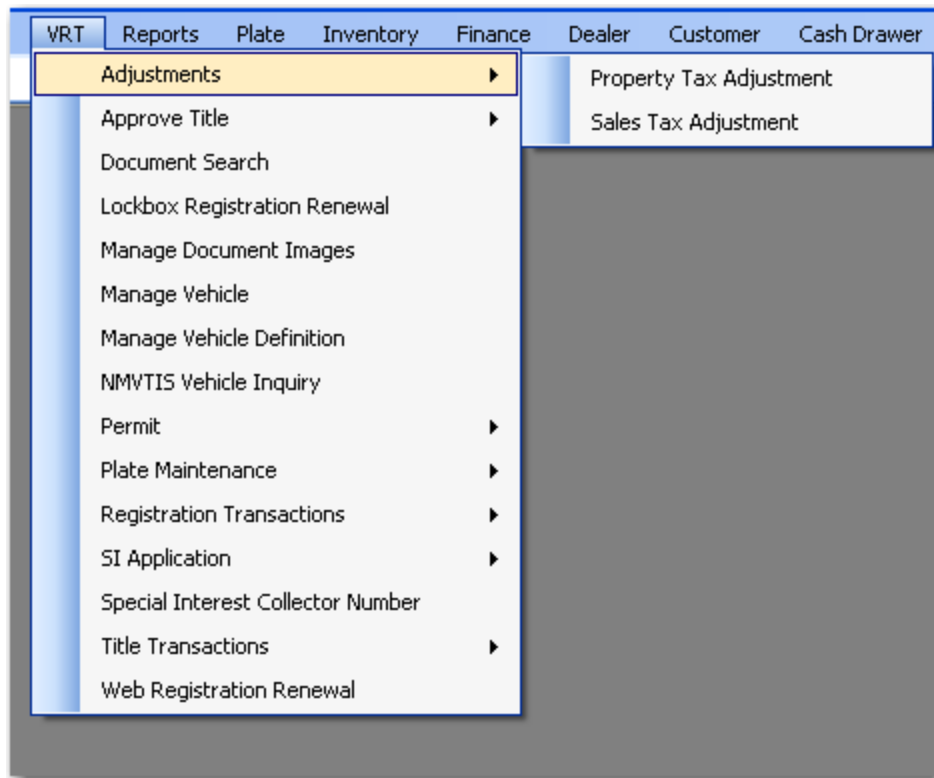
New **Warnings** You May Encounter
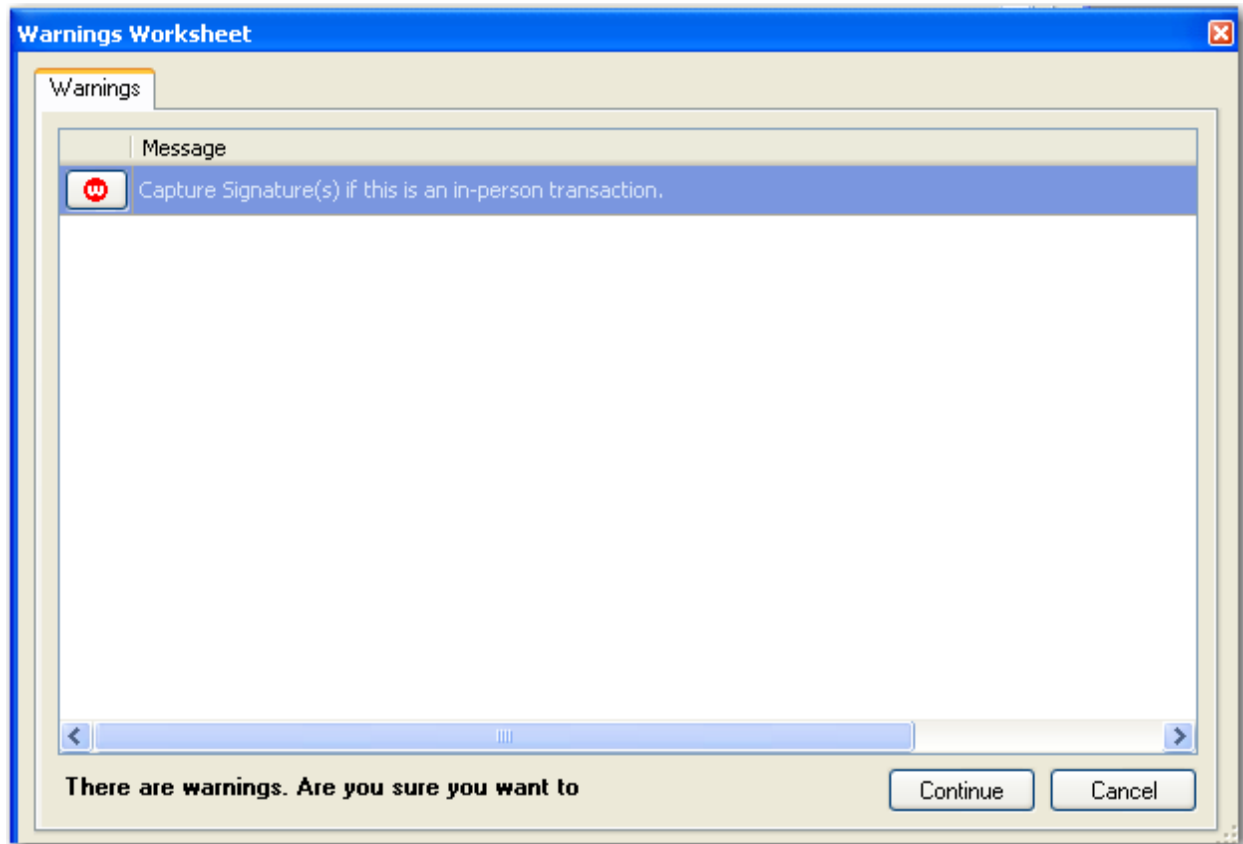
During validation, you may see a Warnings Worksheet like the one displayed above. These type of errors are informational and are intended to be a reminder to the system user. To bypass a warning, click the Continue button.

New on the **VRT** Menu

VRT Menu:

New functionality on the VRT menu:

- **Adjustments**

    Property Tax Adjustments

    Sales Tax Adjustment